

**EXHIBIT 4**

**FORMAL ACQUISITION PLAN  
FOR  
PROJECT/PROCUREMENT:**

**I. PROCUREMENT BACKGROUND AND OBJECTIVES**

- A. Description:
- B. Applicable Conditions:
- C. Estimated Cost:\$           ; Basis of Estimate:
- D. Funding Source: ☐ NNSA, ☐ DOE, ☐ Other:
- E. Capability or Performance
- F. Performance Period/Delivery Date Required:
- G. Statement of Risk: ☐ Minimal, ☐ High, ☐ Other:
- H. Cost/Technical/Schedule Trade-offs:
- I. Acquisition Streamlining:

**II. PLAN OF ACTION**

- A. Competition (Describe how competition will be sought):
- B. Sources (List of potential suppliers):
- C. Socioeconomic Participation (Describe the availability of capable small, small disadvantaged, and women-owned businesses):
- D. Contracting Consideration
- E. Source Selection Procedures (Attach *Justification for Single Source*):
- F. Subcontract Type:
- G. Budgeting and Funding:
- H. Priorities, Allocations, and Allotments:
- I. Contractor versus Government Performance:
- J. Inherently Governmental Functions:

- K. Management Information Requirements:
- L. Acceptance Criteria and Method:
- M. Make or Buy:
- N. Test and Evaluation:
- O. Logistics Considerations:
- P. Government Property and Other Information:
- Q. Contract Administration:
- R. Environmental, Health, and Safety Concerns (If checked, attach explanation): [ ]  
Hazardous Waste, [ ] Nuclear Materials, [ ] Other:
- S. Computer-Related Acquisitions:
- T. Security Considerations (Describe if required):
- U. Other Requirements (Describe):
- V. Milestones for the Acquisition Cycle (Attached):

APPROVAL SIGNATURES

DATE

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**Requester**

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Procurement Representative